

Whatcom County Fire District 4

Meeting Minutes of the Board of Commissioners

June 9, 2015

The regular meeting of the Board of Fire Commissioners was held on the above date at the district office. Those who attended were as follows: Commissioners Mary Beth Neal, Harry Andrews and Steve Ness; Interim Fire Chief William Pernet, Board Secretary Kris Parks, Division Chief Henry Hollander and Captain Joe Noonchester.

Commissioner Andrews called the meeting to order at 12:02 p.m.

PUBLIC COMMENT

None

BOARD ACTION

Meeting Minutes

Approval of Minutes of the May 05, May 12 and May 21, 2015 Meetings.

Commissioner Andrews moved to approve the meeting minutes. Commissioner Neal seconded; motion passed.

MONTHLY REPORTS

Finance

Chief Pernet provided information on the financial statements and the voucher.

Approval of the payroll voucher: Commissioner Andrews moved to approve the payroll voucher.

Commissioner Ness seconded; motion passed.

Chief's Report

Chief Pernet provided information on the chief's report which included the response activity from May, the dollar loss activity and response times.

Personnel:

Approval of Invoice Voucher: Medical bill for volunteer Clayton Levien who injured himself while on duty at Smith Road Station 13. Peace Health Hospital \$3,556.20.

Volunteer Separation: Dylan Charrier has been on a leave of absence this past year. He recently asked to be separated as he has decided he is unable to commit the time to being a volunteer. He indicated that he would like to try being a volunteer again in future years.

Years of Service Recognition: Lt. Kevin Biery has reached 25 years of service with NWFR. He began his career with District 13 in 1990 as a maintenance person and volunteer firefighter. Kevin became a career firefighter in 1997.

Rehab Vehicle:

The ambulance donated from BP has been outfitted to function as a rehab vehicle for extended incidents. A committee is discussing how it will be staffed and where it will be housed.

Cross Border Chiefs Group:

NWFR continues to actively participate in the Cross Border Chief group. This group is made up of chief officers from border fire and EMS agencies. The purpose of the group is to create and foster international relationships between first responder agencies, determine the level of cross border mutual support in a disaster, share training opportunities, and enhance communications and interoperability.

Operations Division Report

Chief Pernet provided information on the operations division report which included the department time-off statistics, May staffing, overtime hours and volunteer shift hours for May and information on:

May Crew Activities

Pump Operator Course

Volunteer Training

Tender Operations

EMS Training

Tractor Pull Standby

Apparatus/Hall Maintenance

May Meetings Attended

Employee Meeting

Border Chiefs

Board Meetings

County Ops

Labor/Management

Officer Meeting

Operations Projects

MCS Development

County Resource List

Personnel Management

Life Safety Rope

Annual Appraisals

Narcan Program

Calls of Interest:

On May 6 NWFR units responded to 1392 Lahti Dr. for a reported structure fire with possible entrapment. E12 arrived on scene to find a heavily involved attached garage with extension into the home. TR63 established command and crews verified all occupants were out of the home. The fire was extinguished quickly however major damage to the home and its contents did occur. Units that responded were E12, E69, TR63, C7103, B76, E21, E6, and E2102. The cause of the fire was found to be an electrical malfunction with a central vacuum in the garage.

On May 18 units responded to 1755 Boblett St. in Blaine for a reported tractor trailer fire. E61 arrived on scene to find a trailer involved with fire. The trailer was not hooked to a tractor. E61 extinguished the fire and trailers on either side received no damage. The trailer and its contents suffered significant damage.

Training Division Report

Captain Noonchester presented the training division report.

The report included the staff productivity, the career and volunteer firefighter training for May and the following information:

May was somewhat slow in training due mostly to the increased call volume and outside public contact activities. However, the firefighters were still able to complete over 600 hours of training comprised of fire and EMS related topics.

Two of the newest volunteers have successfully completed the East County EMT classes graduating with a National Registry Certification as an EMT Basic. Travis Tallquist and Chris Faber represented NWFR well.

Whatcom County Training Officers sponsored a pump academy in May. North Whatcom was represented by two students who learned the basics of fire pump operations and are now able to perform a standard fire ground evolution. Great job Boris and Garreth.

Burlington Northern Railroad is offering free training at their facility in Pueblo Colorado. This offering is specifically for "CRUDE OIL BY RAIL" events. NWFR has taken advantage of this and sent Lt. Adam Smith and Lt. Kris Jorgensen. We are seeing more and more transportation of this sort come through our jurisdiction and we must be as prepared as possible to handle an incident when it occurs.

Outstanding effort in May goes to:

- ❖ Captain C. Johnson
- ❖ Tommy McAuliffe

Technical Services & Maintenance Division Report

Division Chief Hollander presented the technical services & maintenance division report.

Progress continues on working with the County on our section of the Capital Facility Plan.

The Blaine boathouse ordinance has been presented by the Blaine City Council for a public hearing. There were no public comments; however the Port of Bellingham requested an extension of two weeks before adoption to provide them with more time to do an engineering study. The council agreed and the vote on the ordinance was scheduled for Monday June 8th.

The latest news on the proposed Lincoln Rd retirement project is Whatcom County staff has denied the zoning change request. It has been appealed up to the County Council and the hearing examiner who also denied the zoning change. It is now slated to go to the state supreme court.

The Birch Bay community requested that a ballot box be installed in the Birch Bay area. Debbie Adelstein (Whatcom County Auditor) has requested that it be installed in the front parking lot at Station 63. The department is making the necessary arrangements to facilitate this request.

The department has provided the Tides Condo project with a will serve letter after the receipt of their mitigation fee for their next building.

Inspections completed by occupancy report:

There were a total of 13 inspections completed for the Month of May.

Apparatus:

The department is currently working on outfitting the donated ambulance from BP into a mobile rehab unit. It will be stocked with the required inventory and the department is developing a response procedure so that it can respond to all structure fires.

Facilities:

Station 12 (Britton Loop): All the south facing windows that were having moisture issues have been replaced.

All 12 stations have completed their annual fire alarm testing along with our annual boiler inspections.

The new exhaust system for station 68 is on order and scheduled for installation in the first two weeks of July.

Station 64 (Custer): Chief Hollander will be looking for direction regarding the roof repairs for the Custer Station.

IT:

The fire commissioner laptops have been ordered.

Chief Hollander also updated the Board on an industrial accident that happened in Blaine on June 8th.

OLD BUSINESS

Long Term Strategic Planning:

Commissioner Ness has no update at the moment.

Burn Tower:

A proposal from a vendor was handed out to the Board and Captain Noonchester held a presentation on the cost for the burn tower. The Board directed the Chief to start the competitive bid process.

NEW BUSINESS

New Fire Chief Selection:

The Chief explained the application process to the Board.

Interlocal Agreement for Payroll Services from Whatcom County:

The department received a copy of the Interlocal agreement for payroll services from the County. The Board can review the agreement and it will be put on the July agenda.

Next Board Meeting: July 15th at 12:00 p.m.

The Chair called for an executive session at 1:18 p.m. for 15 minutes.

Executive Session:

per RCW 42.30.140 “Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or... that a portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposal made in the negotiations or proceedings while in progress.

The meeting resumed at 1:33 p.m.

The meeting was adjourned at 1:34 p.m.

Harry Andrews, Chair

Kris Parks, Board Secretary

Motions and Directives:

Meeting Minutes

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Payroll Voucher

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